



**RIVERSIDE
STEM
HIGH SCHOOL**

RIVERSIDE UNIFIED SCHOOL DISTRICT

4466 Mt. Vernon Avenue | Riverside, CA 92507

**2018-2019
Parent/Student
Handbook & Contract
Grades 9-12**

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CONTACT US

Staff

	School Telephone Number (951) 788-7308	Extension
Principal	Dale Moore	42650
Assistant Principal	Jeremy Standerfer	42635
STEM Program Coordinator	Bill Harris	42628
Guidance Counselor	Sandra Izquieta	42611
SAP Counselor	Jennifer Winterton	42632
Principal's Secretary	Lisa Steklof	42651
Asst. Principal's Secretary	Cari Bokkes	42634
Attendance Assistant	Fabiola Vargas	42646
Registrar	Nora Unrath	42658
Library/Tech Specialist	Naomi Greenwood.....	42665
Health Office	Penny Arvizu	42675
Office Assistant	Kehzia Rodriguez	42627
Campus Supervisor	Lisa Davie.....	42633
Campus Supervisor	Matthew Holmes.....	42643
Campus Supervisor	Kelvin Smith.....	42630

High School Teachers

Chemistry	Mrs. Singh	42626
History	Mr. Ponce.....	42621
Biology / Intro to Engineering	Mrs. Young	42619
Math	Mr. Fanning	42601
ELA	Mrs. Murray	42624
CTE Engineering	Mr. Morehead	42607
Foreign Language	Mrs. Griffiths	42602
Math / Physics	Ms. Taylor	42636
ELA / Theatre Arts	Mrs. West.....	42623

SCHOOL OVERVIEW

Riverside STEM High School is a Division of the Riverside STEM Academy (RSA) within the Riverside Unified School District with a focus on **Science, Technology, Engineering, and Math (STEM)**.

Students use technology daily at school and at home as a tool to work collaboratively and to communicate effectively with teachers. Through the use of PowerSchool Learning, Aeries and Google Apps, students will research and create documents, spreadsheets, presentations, and websites. Emphasis on research and product-based learning provides a different venue in which students can demonstrate what they understand.

Community partnerships are an extremely important component to the RSA vision. RSA has developed close ties with the faculty and departments at the University of California, Riverside (UCR) and also Riverside Community College (RCC). RSA continues to develop partnerships with other local universities and colleges, community organizations, and STEM related businesses.

It is important for our students to have a deep understanding of the STEM higher education majors and career pathways. Our community partners play a vital role to link students' STEM-focused education to the broader STEM community. Regular seminars are presented to students by experts in the fields of Science, Technology, Engineering, and Mathematics. All students are required to work on STEM research projects and design challenges throughout the year

Our Vision Statement

We prepare students to excel in STEM fields of study and succeed in 21st century careers as leaders and innovators.

Our Mission Statement

Riverside STEM Academy's mission is to provide students a rigorous, interdisciplinary learning environment focused on science, technology, engineering and mathematics, to foster the joy of discovery, and to promote a collaborative culture of ethical and innovative problem-solving.

Core Beliefs

At the Riverside STEM Academy, the following beliefs are the foundation of our program. We believe...

1. Students can succeed best in a learning community where academic disciplines are integrated.
2. Critical thinking and problem solving skills are essential for students to understand the complex scientific, social and ethical issues facing humanity.
3. The scientific process provides the framework for explaining the mechanisms of the natural world, while authentic research combines foundational knowledge with individuality, creativity and wonder.
4. Citizens of a diverse global community are compelled to understand its languages, systems and cultures.
5. Art, music and literature are essential in developing well-rounded individuals.
6. All disciplines rely upon effective communication for clear expression of ideas.
7. Collaborative learning and extracurricular activities are essential in developing leadership and interpersonal skills.
8. Responsibility and integrity are vital traits of remarkable global citizens.

ATTENDANCE POLICIES AND PROCEDURES

Students are expected to maintain regular attendance and to be at school on time (before 8:25 AM).

Students Returning to School Following an Absence must be re-admitted through the attendance office before school. If an absence is not verified by the parent / guardian within 2 days, it becomes a truancy.

Absence Verification: When a student is absent from school, the parents should telephone the attendance office at (951) 788-7308, extension 42646, and provide the following information: full name (spell last name clearly), grade level of the student, dates of absence, reason for absence, name of person calling and relationship to the student. Students may also bring a note with the above information and take it directly to the attendance office before going to his/her first class.

Please see the Riverside Unified School District Parent/Student Handbook available on our website www.stemhigh.riversideunified.org under the “Parent Tab” for more detailed information regarding attendance laws, policies and procedures.

Appointments: If a student is leaving school during the day for a doctor or dentist appointment, a parent or guardian must come to the receptionist area, present a photo ID, and sign their child out of school. Students will only be released to a parent/guardian, or person named on the emergency contact list with *written approval* from the parent or guardian. Students must bring a copy of the doctor or dentist appointment slip to the attendance office upon return to school, and get a re-admit to verify absence of classes missed. Please note: we do not call for students 20 minutes prior to dismissal. On Wednesday planning days, students will not be released during their lunch unless they have a doctor/dental appointment.

Tardy Policy

It is very important that students be in class for all instruction and that they do not disrupt other students’ learning. Students are expected to be in their seats, ready to work, when the bell rings each period. Students are expected to attend each of their scheduled classes. Students who fail to attend one or more classes will be considered truant and disciplined accordingly.

- All students who are late to school must obtain a tardy pass from the attendance office before going to class.
- Three unexcused tardies of 30 minutes or more are equivalent to a day of truancy according to state law.

Number of Tardies	Consequences
One – Two	Warning
Three – Four	Administrative Lunch Detention
Five – Six	Two Administrative Lunch Detentions
Seven – Nine	Student earns a Discipline Level increase. After school one hour detention served on Wednesdays.
Ten or More	Student/parent meeting with discipline office. Student placed on Attendance Contract

COLLEGE ADMISSIONS

Requirements and Exams

The following information helps to define a college preparatory program. The courses listed for college or university admission will meet the minimum entrance requirements only. In preparation for college, students are urged to go beyond the minimum requirements and take rigorous subjects. Each college or university will have different requirements. Students should meet with Mrs. Izquieta to determine what specific requirements they must complete in order to be accepted into the college or university of their choice.

Entrance Exams

Admissions counselors at colleges and universities utilize the SAT I, SAT II, and/or ACT as one of the indicators in determining a student's ability to succeed in the first year of college. Before registering to take college entrance exams, check the college catalog to see which exam is accepted by the college of your choice.

Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test (PSAT/NMSQT)

The PSAT is administered in mid-October to students who are interested in attending college. This test measures verbal and mathematical reasoning ability. In addition to providing experience for taking the SAT, the test qualifies high-scoring juniors for the National Merit Scholarships.

Scholastic Aptitude Tests

The SAT is an examination which many colleges require for admission. It includes a general test of verbal and mathematical reasoning abilities. Most colleges and universities require only the first part, which is generally referred to as the SAT I.

American College Testing (ACT)

The ACT is similar to the SAT, but does not have the Achievement Tests (SAT II). The ACT tests academic skills in English, mathematics, reading, and science reasoning.

Test of English as a Foreign Language (TOEFL)

The TOEFL is designed to measure the English language proficiency of foreign students seeking a admission to U.S. colleges and universities. Students from other countries attending a high school in the United States less than three years may be required to show English language proficiency on the TOEFL.

Important Telephone Numbers

The following telephone numbers and web site addresses were accurate at the time of printing. Please be reminded that web sites and area codes change frequently.

1. Educational Testing Service (510) 873-8000
2. Information on test dates and sites for SAT, and TOEFL (Telephone registration (609) 771-7600, FAX registration (609) 771-7733)
3. American College Testing (319) 337-1270 (Information on test dates and sites for ACT)
4. PSAT / NMSQT (609) 530-0482
5. NCAA Clearinghouse (319) 339-3003 (24 hour response)

Useful Web Sites

The following list of web sites are to assist students and parents in obtaining helpful college information.

1. College Board (<http://www.collegeboard.org/>) is one of the best resources for college preparation and financial aid information and conducting college searches. Registration for the SAT is also available through this site.
2. College Net (<http://www.collegenet.com>) College Net is a database of four-year colleges and universities, community colleges, and technical schools with information regarding tuition, enrollment, sports, and financial aid.
3. The Princeton Review (<http://www.princetonreview.com>). This website is a complete database of the company's test-prep courses. It also provides general information on the college admission process and financial aid.
4. Common Application (<http://commonapp.org>)

RUSD High School Graduation Requirements

Subject	"A-G"	Class of 2016 and beyond
English	40	40
History / Social Science	20	30
Mathematics	30	30
Science	20	20
Physical Education		20
Foreign Lang. / VAPA / CTE	20	30 (20 of the 30 credits must be in the same concentration)
Health		
Electives	10	50
TOTAL CREDITS		220
Additional Changes		Passing grade in Foreign language and math (Algebra or higher) completed prior to 9 th grade = subject area credit on HS transcript and does count toward 220 graduation requirement, but does not count in HS GPA.

UC / CSU Minimum Requirements

CSU Minimum Eligibility Requirements		UC Minimum Eligibility Requirements	
Course	Required	Course	Required
English	4 years	English	4 years
Mathematics	3 years	Mathematics	3 years 4 years Recommended)
Science	2 years (Lab Science)	Science	2 years (Biology, Chemistry, Physics) 4 years recommended
World History	1 year	World History	1 year
US History	1 year	US History	1 year
VAPA	1 year	VAPA	1 year
Foreign Lang.	2 years	Foreign Lang.	2 years
Electives	1 year (College-Prep)	Electives	1 year

NCAA Freshman-eligibility Standards

<p>Test Scores</p> <ol style="list-style-type: none"> 1. Division I has a sliding scale for test score and grade-point average. 2. Division II has a minimum SAT score requirement 820 (verbal and math only) or an ACT sum score of 68. 3. The SAT score used for NCAA purposes includes only the critical reading and math sections. The writing section of the SAT is not used. 4. The ACT score used for NCAA purposes is a sum of the four sections on the ACT: English, math, reading, and science. 5. All SAT and ACT scores must be reported directly to the NCAA Initial-Eligibility Clearinghouse by the testing agency. Test scores that appear on transcripts will no longer be used. When registering for the SAT or ACT, use the clearinghouse code of 9999 to make sure the score is reported to the clearinghouse. 	<p>Core Courses</p> <p>Students complete a minimum of 16 core courses for Division I or 14 core courses for Division II. After August 1, 2013, student athletes who wish to compete at Division II institutions must complete 16 core courses.</p>
<p>Grade Point Average</p> <ol style="list-style-type: none"> 1. Only core courses are used in the calculation of the grade-point average. 2. Be sure to look at the high school's list of NCAA-approved courses on the clearinghouse web site to make certain that the courses being taken have been approved core courses. The web site is www.ncaaclearinghouse.net. 	<p>Division I or Division II 16 Core Course Rule</p> <ol style="list-style-type: none"> 1. 4 years of English 2. 3 years of mathematics (Algebra I or higher) 3. 2 years of natural/physical science (1 year of lab if offered by high school) 4. 1 year of additional English, mathematics, or natural/physical science 5. 2 years of social science 6. 4 years of additional courses (from any area above, foreign language, or non-doctrinal religion/philosophy).

Decent means that all clothing shall be within the bounds of decency and good taste as appropriate for school. The body shall be covered from the shoulders to mid-thigh.

Distraction Free means clothing may not divert the attention of students away from lessons and studies.

Free of any intimidation factor means that clothing associated with membership in gangs is not permitted.

Free of advertising means that students shall not wear clothing which has advertising for any item which is illegal for a student to buy or possess. This includes alcohol, cigarettes, marijuana leaves, spray paint cans and guns.

Safe Clothing means if clothing becomes a safety hazard to themselves or other students (e.g. tripping), they are inappropriate for school.

DISCIPLINE POLICIES AND PROCEDURES

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In order to sustain excellence in academics and provide a safe, orderly, and positive learning environment, school expectations are regularly communicated, taught and reinforced through positive rewards and disciplinary consequences. Discipline is firm, fair, consistent, and caring. Parents are regularly communicated with as a key partner in maintaining student success.

Campus Rules:

The Riverside STEM Academy is a closed campus.

1. Students are issued a student ID card at the beginning of the year. Students must have their student ID card on their person at all times. The first card is given free of charge. There will be a fee of \$5.00 for replacement cards.
2. Gum is not allowed on the campus. All food and drinks are allowed only at lunch and nutrition break or with a staff member's permission on special occasions.
3. PE lockers are the property of the district, and as such, locker use is a privilege. Lockers are subject to search under district policy.
4. Gambling of any kind is not allowed on campus.
5. All medication, including aspirin, antihistamines, and asthma inhalers must be checked in through the Health Office according to district policy.
6. Fighting or aggressive behaviors of any kind is not tolerated at RSA. This includes "play fighting", pushing, shoving, "rough housing", slamming, depantsing, or chasing.
7. Overt public displays of affection are not permitted. Appropriate consequences will be administered to students who choose to participate in such activities.
8. Involvement in gang activity such as intimidation, drugs, graffiti or tagging, use of gang clothing, names, symbols, or signs, is strictly prohibited.
9. Use or possession of inappropriate materials (digital or print) which are sexually suggestive, promote violence, racism or vulgarity (e.g., magazines/printed material, electronic storage devices, or personal items) is forbidden.
10. Theft: Students are expected to respect other individuals' belongings and keep their hands off others' personal items and/or school property.
11. Buying, selling or trading anything at school is strictly prohibited.
12. Cheating and plagiarism are not allowed. *Please refer to Cheating section (p. 11) of contract for detailed information.*
13. Cell phone and other electronic devices are not to be used during instructional periods for non-instructional and personal purposes unless permission is given by the classroom teacher or RSA staff member to use them as a resource for instruction.
14. Prohibited Items: In order to maintain school safety of person and property, the following items are not allowed at the Riverside STEM Academy (The following list is not all inclusive and will be adjusted at the discretion of the school administration):
 - Jewelry and chains of all types that can be used in an unsafe manner (wallet chains and chain necklaces)
 - No gang style writing on notebooks, backpacks or folders allowed.
 - Inappropriate materials which are sexually suggestive or depict violence, racism, or vulgarity

- Gum and food/drinks including alcoholic beverages of any kind
- Water balloons
- Weapons, real or look-alike, are forbidden. Examples: Guns, squirt guns, BB guns, toy guns, or knives (including pocket). No aerosol cans on campus. The administration reserves the right to determine whether something is a weapon or not.
- Laser Light Pens, tasers or other dangerous objects
- Student may not carry permanent markers, liquid white out or etching tools.
- Any type of explosive device including poppers, fireworks, etc.
- Tobacco or vaping products (lighters, matches, cigarettes, cigars, pipes, chew, electronic cigarettes or vaping products), drugs and drug paraphernalia.
- Student should be encouraged not to bring more money than is needed for the day.

In Class Discipline

Teachers encourage positive behavior and utilize corrective measures to remedy inappropriate behavior. Students are clearly and consistently taught classroom rules and procedures. Teachers are primary agents for communicating and enforcing classroom and school wide expectations. Depending on the nature of the offense and the level of severity, the following consequences may be administered by teachers and grade level teams.

- Verbal correction or re-teaching of missed expectation
- Seat change
- Private student conference with teacher
- Parent contact
- Detentions
- Please Note: Failure to serve detentions will result in a more severe consequence
- Parent/teacher conference
- Team interventions, including Student Study Team Conference (SST)

Cheating

At RSA, we want every student to become a caring and productive citizen. Students are expected to achieve academic excellence and develop a strong character. The faculty, staff and administration expect each and every student at RSA to follow principles of honesty and integrity. Cheating undermines learning and character, therefore, cheating is taken seriously by both teachers and administration. Students caught cheating will receive a zero on the assignment/test and will not have the opportunity to make up the assignment/test. Administrative discipline may also be a consequence for cheating.

Students will be considered to be cheating if they:

- Copy another person's homework, class work or project.
- Obtain papers, reports or projects from another source, such as the internet or a sibling, and turn them in as their own. (Plagiarism)
- Copy another person's test or quiz answers.
- Use unauthorized information on an exam or quiz. For example: use a crib sheet, notes, an assignment or a book.
- Give permission or allow others to knowingly copy their homework, project, quiz or test answers.
- Change grades or answers on an assignment or test by giving unearned points to another student or by changing answers or work after the work has been graded.
- Turn in another person's work as their own.

Suspension

Suspension means the removal of a student from ongoing instruction for adjustment purposes. Students may be suspended or recommended for expulsion whenever the principal/designee of the school determines the student has committed an act in violation of Education Code 48900 in any of the schools of the district or in another district, and the act is related to a school activity or school attendance which occurs at any time including, but not limited to, any of the following:

1. While on school grounds.
2. While going to or returning from school.
3. During lunch period whether on or off campus.
4. During or while going to or coming from a school-sponsored activity.

For more detailed information, please see the Riverside Unified School District Parent/Student Handbook available on our website www.stemhigh.riversideunified.org under the “Parent Tab”

Teacher Notification of Suspended Students

The school district shall inform the teacher of every student who has been suspended during the previous three years. In addition, when informed by the juvenile court of a minor’s conviction for certain serious offenses, the superintendent/principal shall inform teachers and other staff in direct contact with the offending student (E.C. 49079).

SEXUAL HARASSMENT

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Please see the Riverside Unified School District Parent/Student Handbook available on our website www.stemahigh.riversideunified.org under the “Parent Tab” for more detailed information regarding the district Sexual Harassment Policy.

ANTI-BULLYING POLICY

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Riverside STEM Academy supports the Riverside Unified School District’s belief that **all students have a right to a safe and healthy school environment.** To that end, the district, RSA, and the community have an obligation to promote mutual respect, tolerance and acceptance. RSA will not tolerate behavior that infringes on the safety of any student. Students shall not engage in actions that are severe or pervasive with the intent to intimidate or harass another student through words or actions. Such behavior includes any severe or pervasive direct physical contact, such as hitting or shoving; verbal assaults, such as teasing, name-calling, threats, harassment or using insults, slurs, or fighting words which, by their very nature, are disruptive to the school environment made in person or via the internet or cellular telephone text messages; and social isolation or manipulation. This policy applies whenever a student is on school grounds, traveling to and from school or a school sponsored activity, during the lunch period, whether on or off campus, and during a school sponsored activity.

Students who act in violation of this policy may be subject to school/District disciplinary procedures up to and including expulsion.

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